



EXCELLENCE • LEARNING • LEADERSHIP

**ST JOHN'S**  
SCHOOL

Episkopi  
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**MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE**  
**MEETING HELD ON WEDNESDAY 20 NOVEMBER 2019**

<b>Attendees</b>	
Lt Col R Davison (MD) Mr M Fensom (MF) Mrs E Bryson (EB) Mrs P Demetriou (PJD) Mrs J Dowlen-Gilliland (JDG) Capt N Garcia (NG) Mr R Cowin (RWC) Mr J Mauger (JM) Mr I Ross (IR) Mrs E Kelley (EK) Mr P Dakin (PD) Mrs R Clarke (RC) Mrs C Cotter (CC) Mrs E Ford (EF) Mr A Deeves (AD) Mr T Tappin (TT) Ms N Robertshaw (NR) Mr R Roberts (RR)	Chairman Vice Chair Headteacher Secretary to SGC Safeguarding Rep UWO Regiment/Parent Rep Episkopi Community Rep/Retired SJS Teacher Health and Safety Rep Parent Rep Episkopi Parent Rep Episkopi Youth Worker/Parent Rep Episkopi Community Police Officer/Parent Rep Episkopi Parent Rep Akrotiri Parent Rep Akrotiri Parent Rep Akrotiri Parent Rep Akrotiri Teaching Staff Rep Support Staff Rep
<b>Apologies for absence</b>	
Mr L Hollingworth (LH)	Regiment Rep

Ser	Agenda Point	Comments	Action
1	Introduction and welcome	<ul style="list-style-type: none"> <li>MD opened the meeting at 1415 hrs and welcomed new governors MF, NR and RR. MD reported that MF will now be Vice Chair, JDG Safeguarding Rep and JD has resigned due to a clash with Beavers/Scouts on Wednesday afternoons. The minutes of the previous meeting were accepted as read.</li> </ul>	
2	Review of minutes from previous meeting	<ul style="list-style-type: none"> <li>MD advised that it has been decided to hold a Pre-SGC subcommittee meeting with MD, MF, EB and PJD 1 week before each SGC meeting. Apart from these changes it was decided to maintain the status quo for now and to make any further changes as are deemed necessary.</li> <li>EB reported that student attendance currently stands at 94.5% and that attendance figures will also go on the school website each week for parents to see. EB added that she has sent a letter out to parents urging them to ensure maximum attendance wherever possible to prevent their children getting left behind.</li> <li>EB advised governors that the EEF site contains useful information regarding attendance.</li> </ul>	



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4	SGC link visit to school feedback	<ul style="list-style-type: none"> <li>EB reported that six SGC completed meeting form reports had been received since the last meeting.</li> <li>EK advised that she has emailed HOF Expressive Arts but has still not received a reply. EB apologised for this and replied that she will encourage staff to contact their respective SGC link before Christmas.</li> <li>MD said that he always communicates with HOF Maths via PJD as it is more effective that way.</li> <li>JDG said that the first contact was the most important.</li> <li>CC advised that it is difficult to find time to visit here as she is also working full-time as a Teacher in Akrotiri. CC raised the idea of working in groups. MD said that we need to establish the first visit before we can start working this way. MD recommended the help of PJD where contact with their respective link is proving difficult.</li> <li>JDG reported that she had met with Deputy Headteacher, Andrew Armstrong, and agreed in the Spring term to undertake a Safeguarding Section 11 audit of how the school is doing each year.</li> <li>EF advised that she has met with Deputy Headteacher, Alex Kerr, to discuss Teaching and Learning and is due to have an update meeting asap.</li> <li>TT reported that he has had an introductory meeting with HOF Humanities.</li> <li>MD advised that he has had an introductory meeting with HOF Maths. EB said that he has had a very good track record at King's School, her previous school.</li> <li>AD asked if our students with PE first lesson could be allowed to travel to school already in PE kit to save time, as they do at Akrotiri Primary School? EB said that she would advise regarding this.</li> <li>RC reported that she has yet to receive any calls home ahead of her imminent 6 month deployment despite notifying the school of this in advance. EB apologised for this not having yet taken place and would make sure that this happened over the next week.</li> <li>EB recommended governors to do a review/activity with their respective SGC link to see another side of how the school is doing, to not just take their word for it.</li> </ul>	<p>EB</p> <p>JDG</p> <p>EB</p> <p>EB</p>
5	Walk the school activity in groups	<ul style="list-style-type: none"> <li>The governors were divided up into several groups and had the task of reviewing various noticeboards around the school site. Each group assessed the purpose, subject, design, effectiveness and condition of each noticeboard and these were discussed and compared.</li> <li>EB said that she would like to include a group activity of an SGC role as part of every meeting and asked for any ideas for this to please be forwarded to PJD.</li> </ul>	All





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6	AOB	<ul style="list-style-type: none"> <li>• RC thoroughly recommended the forthcoming Café Noel evening to the governors.</li> <li>• EK said that the Level 2 Safeguarding course she recently attended was the best she had ever experienced.</li> <li>• EK advised that she was writing an SGC related article for the forthcoming St John's School Journal and asked if anybody would like to contribute something to please let her know. EB asked her to please include information regarding the SGC parent reps in this article.</li> <li>• NR asked if there will be an opportunity to review the mixed ability teaching in Y7 and Y8 classes this year and also asked why this isn't applicable to Maths? EB replied that this will be reviewed before Easter and that she will report back on this to the SGC.</li> </ul>	EK  EB
7	Date of next meeting	<ul style="list-style-type: none"> <li>• Wednesday 15 January 2020</li> </ul>	



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